



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

"Jefferson County: Responsible government
advancing quality of life"

***REVISED 09-03-2014**

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: August 28, 2014

SUBJECT: JEFFERSON COUNTY Meetings – Week of September 1, 2014

September 1, 2014 Monday	Labor Day! Courthouse Closed		
September 2, 2014 Tuesday	Highway Committee	8:00 a.m.	Highway Office 141 W. Woolcock, Jefferson
	Aging & Disability Resource Center Advisory Committee	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
September 3, 2014 Wednesday	Courthouse Security & Facilities Committee	8:30 a.m.	Jefferson County Courthouse, Rm 202
	Infrastructure Committee	9:00 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
September 4, 2014 Thursday	Fair Park Committee	8:00 a.m.	Fair Park 503 N. Jackson Ave, Jefferson
September 5, 2014 Friday	Solid Waste/Air Quality Committee	8:00 a.m.	Waste Management Deer Track Park Landfill N6756 Waldmann Ln, Watertown
	Solid Waste/Air Quality Committee Deer Track Park Landfill Tour	8:30 a.m.	Waste Management Deer Track Park Landfill N6756 Waldmann Ln, Watertown
	Human Resources Committee	8:30 a.m.	Jefferson County Courthouse, Rm 112
	*WI River Rail Transit Commission (Agenda Revised)	10:00 a.m.	Dane County Highway Garage 230 Fish Hatchery Rd, Madison
September 6, 2014 Saturday	No Scheduled County Meetings		
September 7, 2014 Sunday	No Scheduled County Meetings		



Agenda

Jefferson County Highway Committee Meeting

Tuesday, September 2, 2014

8:00 a.m.

Office of the Highway Commissioner – Committee Room
141 West Woolcock Street
Jefferson, Wisconsin

Committee Members: George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approve minutes from August 5, 2014 Highway Committee meeting
7. Communications
8. Old Business a. Discuss Highway Department 2015 budget
9. New Business a. Highway facility project construction update
 b. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – October 7, 2014
13. Adjourn
14. Project Tour - CTH N (CTH B - CTH A) *

**No County business will be conducted*

Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda. The Highway Committee will be taking a tour of the CTH N project, if anyone is interested in joining the tour, please contact the Highway Commissioner at least 24 hours in advance of the meeting.

"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."



Aging & Disability Resource Center Advisory Committee

Jefferson County Human Services Department
Health/Human Services Conference Room
1541 Annex Road
Jefferson, WI 53549

Tuesday, September 2, 2014
1:00 PM

Committee Members: Carol Battenberg, Ellen Haines, Dan Krause, Jim Mode, Georganne Mortensen, Carolyn Niebler, Earlene Ronk, Darlene Schaefer & Connie Stengel

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review Agenda
5. Public Comment
6. Approval of 6/3/2014 Minutes
7. Communications
8. Elder Benefit Specialist: Medicaid Changes to Estate Recovery & Divestment
9. ADRC Report(s)
 - Semi Annual Activity Report
 - Statewide Marketing Campaign
 - Quality Improvement Projects
 - Care Transitions
 - Youth Transitions Network
10. Long-Term Care in Motion 2012 Annual Report
11. Transportation Updates
 - a. 7/22/14 Transportation Strategies Meeting
 - b. Letter of intent to apply for S85.20 Funds
 - c. Care WI Transportation Provider Forum
12. Set next meeting date and possible agenda items: October 7, 2014
13. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

COURTHOUSE SECURITY & FACILITIES COMMITTEE AGENDA

Jefferson County Courthouse

Room #202

311 S. Center Avenue

Jefferson, WI 53549

September 3, 2014 at 8:30 a.m.

Committee Members by SCR 70.39

*Randy R. Koschnick
Circuit Court Judge*

*James Schroeder
County Board Chair*

*Benjamin Wehmeier
County Administrator*

*Carla Robinson
Clerk of Circuit Court*

*Michael Onheiber
Family Court Commissioner*

*Paul Milbrath
Sheriff*

*Susan Happ
District Attorney*

*Jeffrey DeLaRosa
Public Defender*

*Jennifer Weber
Rep. of local bar association*

*Laurie Anderson
V/W Coordinator*

*Donna Haugom
Emergency Mgmt Director*

Other Members:

*Mark Miller
Central Services Manager*

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from June 4, 2014 meeting.
5. Communications.
6. Citizen comments.
7. Courthouse Security Plan Update:
 - a) Evacuation and relocation of Jefferson County court system. SCR 68.05(4)(m) “preparedness plan for disasters impacting or affecting court operations in coordination with local emergency management department” (Haugom).
 - b) **Duress alarms:** duress alarms have been reactivated. Courthouse staff should contact security station at 8670 to have bailiff paged. 9-911 telephone testing (Behm).
 - c) Replacing Courtroom Security Cameras (Miller).
8. Continuity of Operations Report (Haugom).
9. Tentative future meeting dates:

December 3, 2014	8:30 a.m.
March 4, 2015	8:30 a.m.
June 3, 2015	8:30 a.m.
10. Adjourn.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Infrastructure Committee

AGENDA

UW Extension
864 Collins Rd, Room 12
Jefferson, WI 53549
September 3, 2014

9:00 a.m.

Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of the August 6, 2014 Infrastructure Committee meeting minutes
7. Update on Electronic Health Records RFP – Human Services
8. Update on Climate Quest challenge
9. Discussion and possible action on new county highway facility
10. Discussion and recommendation on name for new access road
11. Long range discussion on future capital projects
12. Central Services Financial Report
13. MIS Financial Report
14. Brownfield grants update
15. Potential items for the Committee's next meeting
16. Set next meeting date (October 1, 2014)
17. Adjourn
18. Site visit to the Highway Facility Project – 1425 S. Wisconsin Drive – Jefferson.
A quorum of the Highway Committee may be in attendance during the site visit.
No County business will be conducted *

All meetings in Room 112 at 9:00 a.m. unless noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting or site visit to the Highway Facility Project should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

****This is an active construction site. Neither Maas Brothers Construction Co, Inc. nor Jefferson County will be liable for damage to property or injury to persons occurring on the site visit. Everyone attending must wear appropriate attire for a construction site, including footwear. Maas Brothers and Jefferson County reserve the right to limit access to the construction site due to safety concerns.***

**Fair Park
Committee Members:**

Blane Poulson, Chair

Matthew Foelker, Vice Chair

**Jennifer Hanneman,
Secretary**

Al Counsell

Russell Kutz

**FAIR PARK COMMITTEE
MEETING AGENDA**

September 4, 2014

8:00 a.m.

**Jefferson County Fair Park
Activity Center – Conference Room
503 N. Jackson Avenue
Jefferson, WI 53549**

1. Call to Order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law Requirements
4. Public Comment
5. Review agenda
6. Approve Minutes of August 7th Meeting
7. Communications
8. Financial Report
9. Fair Park Director's Report
10. Fair Office Report
11. Set next meeting date (October 2, 2014) and Potential Future Meeting Agenda Items
12. Adjourn

The Committee may discuss and/or take action on any item specially listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made



Jefferson County Solid Waste/Air Quality Committee

September 5, 2014 - 8:00 a.m.

**Waste Management Deer Track Park Landfill
N6756 Waldmann Lane, Watertown, WI 53094**

Rain or Shine

Members: Don Reese-Chair, Kirk Lund-Vice Chair, Kate Vance-Secretary, Carlton Zentner and James Schroeder

Staff: Rob Klotz and Sharon Ehrhardt

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance With the Open Meetings Law
4. Review the Agenda
5. Public Comment
6. Approval of Minutes –June 20, 2014
7. Discuss with Possible Action-Merit Award for Watertown/Fort HealthCare Hospitals and Volunteer Pharmacists
8. Discuss with Possible Action-Support Letter or Resolution for Chris Barron, Pharmacy Director, Fort HealthCare on the Wisconsin Prescription Drug Monitoring Program (PDMP).
9. Discuss with Possible Action-Clean Sweep Dates for 2015
10. Discuss with Possible Action-Clean Sweep Program Donation Letter
11. Discuss with Possible Action-RecycleMoreWisconsin Webpage
12. Deer Track Park Landfill Tour
 - a. **Place:** Waste Management-Deer Track Park Landfill, N6756 Waldmann Lane, Watertown, WI 53094. We will be viewing construction of a new cell.
Directions: Take STH 26 north from the Courthouse to Linmar Lane (stop light controlled intersection at the Johnson Creek Outlet Mall) and turn right (east) on Linmar Lane into Deer Track Park Landfill site. Park in the office parking lot. Please take care not to block the roadway; trucks are entering and exiting at all times.
 - b. **Time:** Meeting at 8:00 a.m. and tour will start at 8:30 a.m.
 - c. **Sign In:** Please sign in at the Deer Track Park Landfill office. Sharon will also have a sign in sheet.
 - d. **Dress Requirements:** Please dress appropriately; no sandals, open toed shoes.
13. Adjourn

Please reserve your place by calling Sharon at (920) 674-7430 or email Sharon at sharoneh@jeffersoncountywi.gov before September 2, 2014.

County Board members not on the Committee can attend the tour of Deer Track Park Landfill, but will not receive a per diem. A quorum of the Jefferson County Board of Supervisors or any committee thereof may be present. No business will be conducted during the tour.

The Solid Waste/Air Quality Committee may discuss and/or take action on any item specifically listed on the agenda.

INDIVIDUALS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE COUNTY ADMINISTRATOR 24 HOURS PRIOR TO THE MEETING AT 920-674-7101 SO APPROPRIATE ARRANGEMENTS CAN BE MADE.

Agenda
Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549

September 5, 2014 @ 8:30 a.m.

Committee Members: James Braughler, Chair; Greg David, Secretary; Jim Mode, Vice-Chair; Paul Babcock; and Michael Wineke

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Citizen comments
6. Approval of July 15, 2014 minutes
7. Communications
8. Monthly Financial Report
9. Review of requested Human Resources Department 2015 Budget
10. Consideration to amend HR0120, Differences for Sworn, Non-Represented Law Enforcement Employees, to address equity in promotions to Sergeant
11. Consideration of a pay adjustment for Sergeants, Captains and/or Chief Deputy for 2014 and/or 2015
12. Discussion and consideration of plan design options available through the Wisconsin Public Employees Group Health Insurance program and other programs for 2015 for any or all employee groups
13. Consideration to amend the County's Section 125b plan to offer a debit card for unreimbursed medical expenses on a voluntary basis
14. HR REPORT
 - a. July and August monthly Report
 - b. Vacant position requests
 - c. Emergency help requests
 - d. Reclassification result of Legal Secretary in Clerk of Courts
 - e. New hires starting above minimum and/or with advanced benefits
 - f. Advancing an employee an additional pay step(s)
15. Convene into closed session pursuant to Wisconsin State Statutes Sections 19.85 (1)(b), consideration of employee discipline and 19.85 (1)(f), consideration of specific employee's medical condition as it relates to a Leave of Absence request. (NOTE: Per the Civil Service Ordinance, Section 8 (B) the Human Resources Committee will serve as the Civil Service Grievance Committee to consider employee discipline).
16. Reconvene into open session for consideration and possible action regarding items discussed in closed session
17. Set next meeting date and agenda
18. Adjournment

Next scheduled meeting: September 16, 2014 @ 8:30am.

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website www.wrrtc.org

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, September 5, 2014 Executive Committee Agenda
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons
FROM: Mary Penn, WRRTC Administrator

Amended Agenda

Wisconsin River Rail Transit Commission

Executive Committee Meeting

Friday, September 5, 2014 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison,
WI

WRRTC's Schedule of Meetings:

2014

January 10	XCom Meeting – Full Commission Meeting
February 7	Full Commission Meeting – Xcom Meeting
March 7	XCom Meeting
April 4	XCom Meeting
May 9	Full Commission Meeting
June 6	XCom Meeting
July 11*	XCom Meeting
August 8	Full Commission Meeting
September 5	XCom Meeting
October 10	XCom Meeting
November 7	Full Commission Meeting
December 5	XCom Meeting

NOTE: The WRRTC's meetings are usually held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

NOTICE is sent to: County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.
Thank you for your interest and assistance.

To learn more about WRRTC, please visit our website at www.wrrtc.org

WRRTC MEETING NOTICE & AGENDA

Wisconsin River Rail Transit Commission

Executive Committee Meeting - Friday, September 5, 2014 @ 10 AM
Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

10 minutes estimated | Action Items

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
4. Action Item. **Approval of Agenda** – Prepared by Penn
5. Action Item. **Approval of draft August Meeting Minutes**– Prepared by Penn
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Correspondence & Communications** – Discussion may be limited by the Chair
8. Updates. **Announcements by Commissioners** – No discussion permitted

REPORTS & COMMISSION BUSINESS

10 minutes estimated | Update & Possible Action

9. **WRRTC Financial Report** – Jim Matzinger, Dane County CPA / WRRTC Accountant
 - Treasurer's Report for August and Payment of Bills

10 minutes estimated | Update

10. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
 - Update on Monthly Maintenance Activities
 - Update on Capital Projects
 - Update on Business Development
 - Other Continuing Issues/ Topics

10 minutes estimated | Update

11. **WDOT Report**– Frank Huntington, Kim Tollers, WDOT

5 minutes estimated | Update

12. **WRRTC Administrator's Report** – Mary Penn, WRRTC Admin.

5 minutes estimated | Update & Possible Action

13. **Discussion / Possible Action on feasibility of generating and distributing Treasurer's Reports in time for meeting packet mailing** – Gene Gray, WRRTC Treasurer, Jim Matzinger, WRRTC Accountant

5 minutes estimated | Update

- 14. Presentation / Discussion on Peters Road Bridge (Town of Sharon, Walworth County) including closure and plans for future replacement – Kevin Brunner and Rich Brandl, Walworth County DPW**

5 minutes estimated | Update & Possible Action

- 15. Discussion / Possible Action for WRRTC Approval of Riverdale Ag, Muscoda, WI, Temporary Authorization Permit – Kim Tollers, WDOT**

5 minutes estimated | Update & Possible Action

- 16. Discussion / Possible Action on Sauk County Request for Expertise on The Great Sauk Trail Commission – Mary Penn, WRRTC Admin.**

- 17. Action Item. Adjournment**